

**Capital Area Human Services District Board Meeting  
May 8, 2017**

**Directors Present:** Becky Katz, Chair; Amy Betts, Vice-Chair; Christy Burnett; Gerri Hobdy; Gail Hurst; Vickie King; Virginia Pearson; Thomas Sawyer; Gary Spillman and Barbara Wilson

**Directors Absent:** Laverne Aguillard; Kay Andrews; Rev. Louis Askins; Dana Carpenter, PhD; Kathy D’Albor; Stacey Morales; and Sandi Record

**Executive Staff Member(s) Present:** Jan Kasofsky, PhD, Executive Director

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Public Comment		There was no public comment.	
Approval of the May 8, 2017 Consent Agenda and Approval of the Minutes for April 10, 2017	Ms. Katz	Ms. Becky Katz called the meeting to order at approximately 3:01 p.m. A quorum was present. Mr. Spillman made a motion to approve the May 8, 2017, Agenda with the addition of the LDH contract and the minutes for April 10, 2017. V. King seconded the motion.	There were no objections and the motion passed.
Communications	Dr. Kasofsky	<p>Dr. Kasofsky reported the following:</p> <ul style="list-style-type: none"> <li>• The Baton Rouge Business Report article opened dialogue with Kathy Kliebert, Chairman of the Bridge Center. Dr. Kasofsky and K. Kliebert will meet to discuss bringing in a facilitator. If the Bridge Center doesn’t get the facilitator, Dr. Kasofsky will. Dr. Kasofsky is already talking to people who have experience developing this type of program and is looking at the funding in the other parts of the country. Dr. Kasofsky shared ideas on how to look for a facilitator. There is a meeting this week. The public needs to see that people want to work together to make this happen.</li> <li>• MH America Presentation: This will take place on the steps of the Capital for MH Awareness month. Dr. Kasofsky was assigned to talk about stigma and how stigma prevents people from obtaining services. She will probably broaden that statement to include that lack of access to services prevents people from services more than stigma.</li> <li>• Humana Bold Gold: Dr. Kasofsky has been working with Humana using the BH Collaborative on integrated care. She recently had dialogue with Humana regarding the need in the community to focus on crisis services. They agree it’s a good focus and will continue to work with us through the BH Collaborative.</li> </ul>	
Prevention	V. Gettys	<ul style="list-style-type: none"> <li>• V. Gettys distributed a handout and provided an overview of the WB Coalition’s purpose and activities. The handout was used during Capitol Hill Day when the Coalition meets with our legislators in Washington, DC. Our youth and the Coalition members try to educate our legislators who vote to keep the Drug Free Communities Program viable.</li> </ul>	

		<ul style="list-style-type: none"> <li>• CAHS is the grantee for the 5 year SAMHSA Drug Free Communities Grant. We are currently in the 3<sup>rd</sup> year. Only one coalition had the grant before we applied and now 8 coalitions are funded through the communities grant. This is all Federal money. Every year there are new grant opportunities. The coalitions have been supportive of each other. There is a statewide coalition group made up of Drug Free Communities, the LA Partner’s for Success Program and other coalitions. The WBR Coalition is proud of their accomplishments. They just had a site visit with the SAMHSA project officer last month. They were very complimentary. They were taken on a tour; the documentation was complete and met all of the requirements.</li> <li>• Two goals of the Drug Free Community Program are: 1) Increase collaboration amongst local communities. That’s where the change takes place. 2) Reduce underage alcohol &amp; tobacco use. The collation can choose the substance they want to focus on based on their data. WBR selected alcohol and tobacco use. V. Gettys pointed out that Mr. Spillman, CAHSD Board member, has been very supportive and the WBR Council has also been supportive and actively involved. Our environmental strategies are population based strategies. We are trying to reduce access to susbtances among under age youth and want to make sure the norms in the community supports a drug free community. The ways to do this is through education, awareness, compliance, party patrols; the community has been supportive of family friendly zones at major events, i.e. July 4<sup>th</sup>. The Coalition has a quarterly newsletter and highlights some of the activities from the prior quarter. The local media provides support as well.</li> <li>• Caring Committee Youth Survey – finished last October – hopefully we’ll get the 2016 results soon.</li> <li>• A needs assessment is done every two years. The last was in 2015. An assessment will be done this year and the outcomes data will be compared.</li> <li>• There was discussion relating to hours of operation for selling alcohol is EBR versus WBR. EBR and WBR have the same hours of operation. Policy change is one of the biggest impacts in terms of environmental strategy. It’s all about decreasing access.</li> </ul>	
Summer Camp	B. Sclafani	<ul style="list-style-type: none"> <li>• Last year CAHSD considered not having summer camp this year due to the cost and lack of participation. Based on the Board’s feedback, CAHSD is having camp again this summer. Dr. Kasofsky stated that B. Sclafani has worked hard with S. Aguillard, Clinical Services and K. Muzik, Business Office to make camp happen and to ensure financial stability.</li> <li>• A handout was provided for the Board member’s review outlining the</li> </ul>	

		<p>dates, times and locations of the different summer camps. Camp is being done differently this year. B. Sclafani explained that two days a week is being offered to last year's more successful camps at the schools with the higher turnout numbers. Board members are welcome to visit. Camps are from 9:00 a.m. – 12:00 p.m. If needed, appointments are being scheduled in the afternoon with social workers for those children who don't attend the camp. She provided an overview of a typical camp day including information about large groups, small groups, and stated that every student attending will get a one-on-one and camp ends daily in a large group activity.</p> <ul style="list-style-type: none"> <li>• Adventure based, goal oriented activities are used. They are a lot of fun. The goal is to work as a team, problem solve, and encourage one another. They do activities that support focus and attention. B. Sclafani provided examples of the activities, i.e. scavenger hunts, memory games, arts and crafts and recreation.</li> <li>• CAHSD greatly appreciates the \$2K donation for snacks made by Dr. Holly Galland, a SB physician. CAHSD funded arts/recreation.</li> <li>• Camp is for kids in our case load for SB therapy. There is no charge for them to attend.</li> </ul>	
CIT Training	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• There was a good turnout for the 16<sup>th</sup> CIT Institute. A total of 37 officers attended. This group provided valuable feedback re: the likes/dislikes of the training offered. <ul style="list-style-type: none"> <li>➢ EBRSO – 16</li> <li>➢ BRPD – 11</li> <li>➢ LA Probation &amp; Parole – 5</li> <li>➢ Zachary PD – 4</li> <li>➢ LA Dept. of Corrections – 1</li> </ul> </li> </ul>	
CAHSD Grant Updates	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Humana has continued CAHSD's Peer Wellness Grant - using WRAP and WHAM, which are evidenced based wellness programs. This has enabled CAHSD to rehire the fitness trainer for our clinics. Dr. Kasofsky said she received a petition with 20 client signatures during the grant gap when the fitness instructor wasn't coming.</li> <li>• Facing Addictions – Baton Rouge is one of 15 cities in the country that was selected. CAHSD doesn't receive any money but is provided with technical assistance on developing grass roots advocacy efforts and marketing materials to educate people about addictions. Michael King, well known in the Washington, D.C. area, will be at the next BH Collaborative meeting on June 23<sup>rd</sup> to present.</li> <li>• Dow Chemical Grant – Dow approached CAHSD about this grant opportunity. CAHSD asked for funding of 2 new social workers to be added in Iberville schools to focus on children impacted by the 2016 flooding. The grant is for approximately \$40K. Dow felt that other area</li> </ul>	

		<p>Chemical Association members would probably add money if CAHSD is interested in additional expansion. Iberville has a full caseload.</p> <ul style="list-style-type: none"> <li>• CAHSD was selected for the TTI Grant which is focused on: Developing Expertise in Your Clinical Staff around Co-occurring Disorders for Children and Developmental Disabilities in Mental Health. This is a competitive grant. They felt there are not enough professionals in the community that know how to work with children who have developmental disabilities. CBHS Clinic Manager, Melissa Martin, and Bryan Gros, PhD, will receive training and will become certified.</li> <li>• CAHSD applied for a BRAF grant called Partners for Recovery that would fund work in two additional schools. This would be for full-time social workers. CAHSD will receive notification this week if we received this grant.</li> <li>• CAHSD received a Family Court Grant - Adam Haney, EBR Judge. The grant is to provide substance abuse treatment for parents that have children who are involved with the court system.</li> <li>• CAHSD is working on a grant with the Office of BH, the EBR Parish School System and the Mayor's office called RECAST. It is an antiviolence program. Baton Rouge was invited to apply because of the civil unrest we've recently experienced in our area. These grants have previously been awarded to places like Ferguson and Baltimore. OBH contacted several places that have received RECAST grants. It will go through the Mayor's Office with OBH applying for it and will include CAHSD looking at developing trauma informed schooling.</li> <li>• OBH is applying for an integration grant for behavioral health and physical health just like we had for several years. Four places in the state will be selected and then each of those 4 will receive about \$450K for five years. OBH really wanted CAHSD to apply because we've received it before they thought we would be selected again. CAHSD is applying through the Open Health Clinic with the HAART FQHC that we've been working with. The grant would provide for a nurse practitioner, a nurse case manager, and a clerical position. They would be located downstairs in CAHSD's main clinic in an area that has two exam rooms, a bathroom and waiting area and is opposite the nurse's station. One exam table would need to be purchased but would be paid for by the grant. Open Health Clinic is excited about this opportunity as well since CAHSD already has a social worker located in their clinic.</li> <li>• SERV, a Recovery School District grant was received to put a social worker in schools where the children have been displaced.</li> <li>• V. Gettys submitted a grant for treatment of women and girls re: risks of opiates. The grant focuses on educating girls and women about the</li> </ul>	
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		dangers of opioid abuse. We have not received notification of receiving this grant.	
FY17 Proposed Cuts	Dr. Kasofsky	<ul style="list-style-type: none"> <li>\$276K is remaining in escrow in the state treasury. \$79K of that is mandated to be in reserve for supplies. FY17 – \$25,847,213.</li> </ul>	
FY18 Recommended Budget	Dr. Kasofsky	<ul style="list-style-type: none"> <li>The recommended FY18 budget is \$25,650,607. This is before session.</li> </ul>	
Legislative Update	Dr. Kasofsky	<ul style="list-style-type: none"> <li>Mills Senate Bill 58: Dr. Kasofsky followed up on her previous discussion with the Board relating to this bill. She stated she is more comfortable with the bill. Senator Mill’s intention was to clean up the legislation. <ul style="list-style-type: none"> <li>➤ Some things are outdated and Senator Mills was concerned that the court system, the SB health clinics and some others i.e. law enforcement weren’t aware of the Human Service District in his area which is Lafayette/Acadiana.</li> <li>➤ Senator Mills wants the Boards to have representation from the places mentioned above. Current members wouldn’t be removed from their Board, but as positions become available, the goal would be to select someone representing one of the categories mentioned above if it fits a parish need. Dr. Kasofsky is okay with this addition.</li> <li>➤ Dr. Kasofsky doesn’t support one amendment and she is educating legislators on the reasons she’s opposed to it. She explained that the DD Council is doing a very good job making sure that people understand the needs of people with DDs. They went to Senator Claitor, one of our senators who knows CAHSD and asked him to put an amendment in the bill that says Human Services Districts would be mandated to retain 10% of their state general fund and allocate for certain programs within DD. They would become dedicated funds, unable to be moved or cut. She doesn’t think Senator Claiter understood the implications of this amendment. Almost none of the LGEs have 10% of SGF so if it goes through, we would have to cut mental health or addiction to be able to fund that. All LGEs are upset about this amendment. Dr. Kasofsky has written to Senator Claitor and asked for a meeting but hasn’t received a response but will have an opportunity to meet with him in person tomorrow. All of the EDs are talking to people on the House side. On Wednesday, Health and Welfare meet and there will be an opportunity to get that amendment removed at that point. It doesn’t belong in Senate Bill 58 because it’s not about funding. SB 58 is about boards, board composition, board orientation, and training for board members statewide, including LDH is going to do one presentation per year.</li> </ul> </li> </ul>	

ARS Leadership Jan Laughinghouse, PhD	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Dr. Kasofsky introduced Janzlean Laughinghouse, Ph.D., LCSW. Dr. Laughinghouse gave a brief overview of her experience in addiction and recovery. She has been with CAHS for 3 years and has been promoted to Program Director for Addiction Recovery Services. She is from North Carolina.</li> </ul>	
Impact of CMS IMD Exclusion	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Impact of CMS IMD Law: This law governs the number of beds a residential treatment facility can have. It states that only 16 residential beds are allowed. To date, the State of Louisiana has never abided by this law. CMS is now mandating that LDH abide by the law.</li> <li>• CAHSD’s inpatient facility, CARP, has a 40 bed residential treatment program. According to the CMS law they will pay for only 16 of those 40 beds. LDH is currently trying to obtain a waiver. Dr. Kasofsky doesn’t think LDH will be successful obtaining the waiver because other states have abided by this rule/law for years. <ul style="list-style-type: none"> <li>➢ CAHSD’s plan is to convert 24 of the beds to be more residential and not residential treatment just as they do at O’Brien house. They have an intensive outpatient program. This will put CAHSD in a better position to promote male beds. Some of the beds can be used for housing and have a separate intensive program.</li> <li>➢ Dr. Kasofsky is gearing up to make the decision and make the move in the event LDH doesn’t obtain the waiver. We can’t afford to cut beds in this community.</li> <li>➢ In changing the bed types, CAHSD will only be paid for the housing instead of treatment and housing. We’ll lose approximately \$700K if we do not make the conversion and the IMD is enforced.</li> <li>➢ We are looking at using telehealth/telemedicine or paying existing providers to see the indigent in the outlying areas if we receive larger cuts in 2018.</li> </ul> </li> </ul>	
SGR Update	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• The SGR for April has decreased due to the auditor’s repeated requests for reports. K. Muzik and staff are being inundated with the requests. April SGR has not been reconciled. Dr. Kasofsky contacted the lead auditor re: their impact on CAHSD operations. All of the auditors are new because the experienced auditors are auditing Medicaid. In spite of the decrease in April SGR, K. Muzik feels CAHSD will still meet the goal for collections this year.</li> </ul>	
FY 17 Proposed cuts	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Proposed cuts for FY17 – they haven’t come back with anymore. Had the 3 mid-year cuts and are working hard to stay in budget.</li> </ul>	
FY’ 18 Recommended Budget	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• FY18 – Dr. Kasofsky contacted Jay Dardenne’s office on Friday and expressed her concern to the Office of Planning &amp; Budget Director Barry Dussie’ regarding LDH’s proposed reductions to CAHSD. Their proposed plan cuts CAHSD twice as much as other Districts for FY 18.</li> <li>• Dr. Kasofsky received a call from the Office of Secretary wanting to</li> </ul>	

		<p>know why she was so concerned about the proposed reductions that had not happened yet. Dr. Kasofsky explained that she was letting people know about the proposed reductions so that she would not get caught off guard again. The proposed reduction would be 11% of state general funds. The average amount proposed for the other Districts is 5.63%.</p> <ul style="list-style-type: none"> <li>• The LINCCA money (previously called Texas Two-step) is being considered by LDH for a possible cut. CAHSD has \$1.7 million invested in LINCCA which means CAHSD receives an additional \$600,000 because of the Federal match. This would be a \$2.2 million cut including to DD.</li> </ul>	
Board Training Recommendation	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Dr. Kasofsky attended a good presentation by Kristen Woodlaw at the National Council on Community Behavioral Health. She presented on “Working with Governmental Entities and Getting them Ready for Value Based Purchasing.” This prepares agencies to compete. Dr. Kasofsky is considering contracting with her to come to CAHSD for 2 days to do an assessment on how CAHSD looks now and her recommendation for going forward. She would meet with the Senior Managers as well as the Executive Team. She would give a half day presentation based on her findings at the CAHS annual training day, tentatively set for October 13<sup>th</sup>. This presentation would be considered educational. Dr. Kasofsky will make a decision soon on whether or not to contract with her. This will serve as the October Board meeting.</li> </ul>	
Ends Table, Strategic Status Update	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• The Ends table doesn’t require Board approval but Board members will see the Plan again in December. The Ends will lay out for the Board members what CAHSD will be working on and the priorities for the next two years. There is very little included that Board members aren’t aware of. Board members are to let Dr. Kasofsky know if there is anything they feel is important and not included. The Ends is updated to reflect a May 2017 update. The next status update will be December 2017. This is a two year plan and should be finished in two years.</li> <li>• Purpose B focuses on finances and is getting CAHSD ready for the Value Based Purchasing. EMT members have been meeting with a different managed care and private insurers and they are all very interested in meeting with CAHSD. They will provide ‘coaching’ to get providers ready for value based purchasing.</li> </ul>	Ends Table to be added to the Board agenda for next meeting.
Board Member Status	J. Kasofsky	<ul style="list-style-type: none"> <li>• K. Bray and Dr. Kasofsky both spoke with Boards and Commissions. Right now everything is on hold. Board commissions are on hold until the session ends.</li> <li>• Dr. Kasofsky mentioned to Boards and Commissions that now that we are competing with some private sector entities, she would like for them to consider conflicts of interest with regard to people coming on to CAHSD’s Board. She was told that was a good point and they will</li> </ul>	

		keep an eye out for conflicts of interest.	
LDH MOU		<ul style="list-style-type: none"> <li>Dr. Kasofsky received the LDH MOU on Friday, May 5th and they wanted it returned by Wednesday, May 10th. The MOU is 63 pages. She told them she would have it signed on June 6<sup>th</sup> after the CAHSD Board's reviewed. The Accountability Plan is 55 pages.</li> </ul>	
Report from Chairman			
<b>Board Policy Review by Direct Inspection/Board Business</b>			
Emergency Ex. Dir. Succession, Letter	Ms. Katz	<ul style="list-style-type: none"> <li>The Board reviewed the Emergency Executive Directors Succession Policy and letter. Mr. Spillman made a motion to approve the policy without changes. G. Hurst seconded the motion.</li> </ul>	There were no objections and the motion passed.
Chairperson's Role	Ms. Katz	<ul style="list-style-type: none"> <li>The Board reviewed the Chairperson's Role. Mr. Spillman made a motion to approve the policy without changes. G. Hurst seconded the motion.</li> </ul>	There were no objections and the motion passed.
Board Member's Code of Conduct	Ms. Katz	<ul style="list-style-type: none"> <li>The Board reviewed the Board Member's Code of Conduct. Mr. Spillman made a motion to approve the policy without changes. G. Hurst seconded the motion. There was discussion regarding the importance of adhering to the Board member's ethical codes.</li> </ul>	There were no objections and the motion passed.
Board Member Self-Evaluation Form Distributed	Ms. Katz	<ul style="list-style-type: none"> <li>The Board member self-evaluation for was distributed. Members are to complete and return via email, fax or at the next Board meeting.</li> </ul>	
Slate of Officers Presented	Dr. Kasofsky	<ul style="list-style-type: none"> <li>The Nominating Committee met prior to the meeting. The following slate of officers were presented:  Chairman: Ms. Amy Betts  Vice Chair: Mr. Thomas Sawyer  A motion was made by G. Hurst to accept the recommendation. Mr. Spillman seconded the motion.</li> </ul>	There were no objections and the motion passed. This will be voted on at the next meeting.
Policy Review Process	Ms. Katz	<ul style="list-style-type: none"> <li>Governance Process: Board Committee Principles: Gerri Hobdy. Ms. Hobdy provided an overview of the policy and following discussion made the following recommendations:  2. (2) When ad hoc committees are appointed they will be provided with 1) what results are expected and 2) what limits to their authority are given to accomplish those results.  V. Pearson made a motion to bring the recommendation back to the next Board meeting. Mr. Spillman seconded the motion.</li> </ul>	There were no objections and the motion passed. This will be voted on at the next meeting.
Tier 2.1 Personal Financial Disclosure Statement	Ms. Katz	<ul style="list-style-type: none"> <li>Ms. Katz reminded the Board members that the disclosure statement is due on/before May 15th.</li> </ul>	
Next Assignment	Ms. Katz	<ul style="list-style-type: none"> <li>Next Assignment: Virginia Pearson, Pages 28 and 29. Governance Process: Cost of Governance Board-Executive Director Linkage: Global Board-Executive Director Linkage</li> </ul>	
Next Meeting	Ms. Katz	The Board will meet on June 5, 2017 @ 3:00 p.m. at CAHSD, 4618 Government Street, Baton Rouge, LA.	